

Town of Rowe
Board of Selectmen – Minutes
Wednesday, May 1, 2019 – 6:30 pm
Rowe Town Hall - Hearing Room 1

Call to Order: The meeting was called to order by Chair Jennifer Morse at 6:30 p.m.

Present: Jennifer Morse, Chair, Dennis May, Vice Chair, Chuck Sokol – Member
Executive Secretary Janice Boudreau
DPW Superintendent: Lance Larned
Audience: Susan Gleason

OPEN MEETING

Announcement of recording devices & noteworthy information: one recording device

APPOINTMENTS

- DPW Super. – Lance Larned re: Dirt Roads, Summer Projects: Select Board Members spoke with Highway Superintendent Larned to address questions from the residents of Davis Mine and Davenport Roads who had attended a recent Selectmen's meeting to voice their concerns over the conditions of their roads. Chair Morse said the plan is to speak with Highway Superintendent today to make a plan and then get back to them and meet to discuss. Lance addressed citizens' concerns:

- Crowning of the road was discussed and Superintendent Larned gave the reasons why the road is scraped prior to the start of winter.
- Larned said that the weather prevented proper cleaning of leaves in ditches this year.
- Larned said he had graded the road making a total of 8 passes last summer and the crew cleaned out ditches and tries to smooth ditches
- Superintendent said he likes to have a good snow bank for safety reasons, he "winged" the road about 3 times last winter.
- Not flattening daily or 2x per mud season: The frost in the ground and amount of rain/moisture made it difficult this year.
- There is excess brush from the tree trimming project from broadband and heavy wind
- Grasshoppers tend to the main roads first due to Old Home Day preparation and the size of the crew the last few years has made it difficult for all roads to be done. Superintendent Larned agreed to move the crew around alternate years to try to get more roads done every other summer.
- There was some concern with emergency vehicles cannot get down the road

Plans to improve the situation included:

- There was discussion about planning to add some gravel to their roads and to stockpile stone in anticipation of the mud.
- Reduce traffic as much as possible and have better signage for road closures to thru traffic on both ends of the roads
- Increase police patrol looking for people deliberately riding through mud and worsening the roads
- If the roads were pave it would be \$50,000.00 per mile 12" rock and 12" gravel

- Paving would cost \$90,000.00 per mile
- Find out the cost of an engineering study for determining road improvements
- Remind residents to plan ahead for deliveries accordingly to conditions

Summer Plans: Superintendent Larned reported that he would be paving Cyrus Stage Road to the Heath town line, and would be performing general road patching.

Zoar Road Bridge: Bridge repair was imminent and Superintendent was waiting for pieces to come in with the state to sign off on the Conservation Commission. The low bid of \$14,400.00 is funded out of road maintenance budget for the casing and concrete repair. MassDOT has yet to formally approve repair.

Superintendent Larned left the meeting at 7:09 p.m.

CITIZEN COMMENTS

Susan Gleason reported that she had recently traveled on Davenport Road and it was good. She came to address her concerns over the Goal Post. She likes the photography, however, expressed concern with the lack of information pertaining to elections and other information. Ms. Gleason offered to assist in making a monthly calendar with needed information. Chair Morse explained that a Goal Post editor was currently being advertised since the Board of Selectmen were taking it over again due to the Planning Board's decision not to oversee the publication. It was agreed to keep Ms. Gleason in mind for her offer of assistance in the future.

Susan Gleason left the meeting at 7:15 p.m.

Chief Shippee entered the meeting at 7:25 p.m.

- Police Chief – Police Officer Recommendation & Broadband Details: There was discussion about the Municipal Light Plant Manager David Dvore expressing concerns with the amount of Police detail that was needed for the broadband project. Chief Shippee reported having communication issues with Sertex which caused problems with scheduling the detail appropriate for particular areas. Conflicts have arisen and there was discussion about town departments working together and respecting each other. Member Sokol asked that she provide specific instances when there are problems to let him know so there is documentation. Chief Shippee said they have been billing detail pay by the hour rather than by half-day pay.

Chief Shippee discussed the 3 applicants that she interviewed for the position of part-time Reserve Officer and recommended Kyle Sweeney for the position.

Motion to Appoint: Chair Morse made a motion to appoint Kyle Sweeney as Part-time Reserve Officer. The motion, seconded by Vice-Chair May, was unanimously was accepted. (3-0-0)

She reported that she was working with Franklin Regional Council of Governments (FRCOG) on updating the town speed limit signage. Chief Shippee asked that all of the speed limit signs be taken down with the exception of the one by Rowe School until the study is complete.

Chief Shippee left the meeting at 7:43 p.m.

OLD BUSINESS

- MLP Updates: There was additional discussion about improving relations between departments and Member Sokol discussed detail work on the broadband project.
- Structure over PO Boxes: Tabled until next meeting
- Gracy House Mold Remediation: Tabled due to report not received
- Admin. Asst. Job Description & Posting: The Board reviewed and amended the draft job description for the Administrative Assistant with the expansion of duties. It was agreed to post following the town meeting and pending town vote approving the increase in hours and duties for the position.
- Goal Post Editor Position: There were 3 applicants for the position of Goal Post Editor. Following review of the materials submitted, it was agreed to conduct interviews for the position on Friday morning, May 17, 2019 pending availability of the candidates. . Member Chuck Sokol abstained from this conversation and will not be participating in the interviews as one of the candidates is a relative.
- STM & ATM Article Assignments: Board Members reviewed the Special and Annual Town Meeting Articles and updated article explanations and assigned who would read at town meeting.

NEW BUSINESS

- Town Employee Team Building: Chair Morse asked members to brainstorm as to ways to improve the overall morale with town employees working better together, that morale was bad discuss after town meeting. She reported a discussion with a town employee who cited problems with other departments.
- Town Clerk Resignation & Position: Chair Morse said the Town Clerk had resigned. It was agreed to advertise for the position by including a flyer along with voter information and review interested parties at next meeting. Chair Morse will not be participating in discussions regarding replacement as her daughter is a candidate.
- Small Bridge Grant Contract – King’s Highway: Board members reviewed the Small Bridge Grant Contract for King’s Highway.

Motion to Sign Contract: Following review, Member Sokol made a motion to sign the Small Bridge Grant Contract for King’s Highway. The motion, seconded by Vice-Chair May, was unanimously accepted. (3-0-0)

- Winter Deficit Spending: Chair Morse said the vote was needed to be made to deficit spend for Snow & Ice Removal (Winter Roads) line 01-5-423-400 of the General Fund.

Motion to Deficit Spend: Chair Morse made a motion to deficit spend the Snow & Ice Removal (Winter Roads) line 01-5-423-400 of the General Fund. The motion, seconded by Member Sokol, was unanimously accepted. (3-0-0)

- Letter from School Committee re: Corrections to Retirement Deductions: The Board discussed a letter from School Committee Member Ellen Miller regarding payroll deduction errors. It was unclear whether any action had been initiated by Treasurer. It was agreed Vice-Chair May would follow up. If more money is required, the Treasurer should notify the board.

Motion to Rectify Deductions: Member Sokol made a motion to approve the Treasurer rectifying the erroneous Social Security deductions not to exceed the amount appropriated at Special Town Meeting. The motion, seconded by Vice-Chair May, was unanimously accepted. (3-0-0)

EXECUTIVE SECRETARY UPDATES

1. Streetlight Follow Up- Streetlights that were voted to be extinguished will be done in 7-10 days.
2. Warrant Articles Explanations to Review – completed earlier in the meeting
3. Complaint about Inspector from Citizen- Arlene Andognini said an electrical inspector came to inspect her house without notifying her who they were. I gave her the FRCOG phone number to respond on her own. She asked I make sure to notify you too, so I am.
4. Purchase of Veteran's Flags- Last year I telephone John Magnago and spoke to him in person and let him know not to order or purchase flags for veterans' memorials since I had ordered them in the winter and had them here. He went ahead and ordered another case again this year – so I have a case of flags here in the supply closet. Shelburne Farm & Garden were re-notified not to charge to anyone that is not a town employee without authorization. Chair Morse shared that in other towns the Veteran Agent orders the flags and perhaps he should be responsible moving forward.
5. Vote for Employee Insurance: We need a BOS vote to participate in the 100% employee funded eye/hearing plan be added to the insurance we offer at no cost to the town through Blue Cross and Blue Shield.

Motion to Approve: Chair Morse made a motion to accept the Option 2: Integrated Plan authorizing the enrollment of the Town of Rowe for eye and hearing optional plans for interested employees at their own expense. The motion, seconded by Vice-Chair May, was unanimously accepted. (3-0-0)

6. Planning Board Letter: A letter to the Planning Board concerning their budget requests was reviewed and signed. The budget requests for an increase in legal/consulting and the addition of stipends was not approved and that further study was needed.
7. What do you need/want for Town meeting: Information needed for Town Meeting was discussed. It was decided to have a brief Select Board Meeting prior to the Special Town meeting on Monday, May, 13, 2019 for any last minute information.

CORRESPONDENCE

Correspondence was reviewed, no action required at this time.

MINUTES

- March 27 and April 3, 9, 17 & 22, 2019: The Minutes of March 27, April 3, 9, 17 and 22, 2019 were reviewed.

Motion to accept Minutes of March 27, 2019: Upon review, a motion was made by Chair Morse to accept the Minutes of March 27, 2019 as amended. The motion, seconded by Vice-Chair May, was unanimously accepted. (3-0-0)

Motion to accept Minutes of April 17, 2019: Upon review, a motion was made by Vice-Chair May to accept the Minutes of April 17, 2019 as amended. The motion, seconded by Member Sokol, was unanimously accepted. (3-0-0)

Motion to accept Minutes of April 3, 2019: Upon review, a motion was made by Chair Morse to accept the Minutes of April 9, 2019 as amended. The motion, seconded by Vice-Chair May, was unanimously accepted. (3-0-0)

Motion to accept Minutes of April 9, 2019: Upon review, a motion was made by Vice-Chair May to accept the Minutes of April 9, 2019 as amended. The motion, seconded by Chair Morse, was unanimously accepted. (3-0-0)

Motion to accept Minutes of April 22, 2019: Upon review, a motion was made by Vice-Chair May to accept the Minutes of April 22, 2019 as amended. The motion, seconded by Member Sokol, was accepted. (2-0-1) Chair Morse abstained from the vote.

- **Reserve Fund Transfer Request:** Finance Committee presented the Board of Selectmen two Reserve Fund Transfer Requests from the Rowe Fire Dept.

Motion to Accept RFT Request: Chair Morse made a motion to accept the request for a Reserve Fund Transfer FY19 04 for \$550.00 be made to Fire Department Expenses for Emergency scene ahead signed required by Traffic and Incident Management Systems (TIMS), National Fire Protection Association (NFPA) and Occupational Safety and Health Administration (OSHA). The motion, seconded by Member Sokol, was unanimously accepted. (3-0-0)

Motion to Accept RFT Request: Chair Morse made a motion to accept the Reserve Fund Transfer Request FY19 05 for \$1,700.00 be made to Fire Department Expenses for LED updates to the Fire Station for lights and labor. Lights were reduced off the top with MassSave which Chair Morse said was expiring. The motion, seconded by Vice-Chair May, was unanimously accepted. (3-0-0)

NEXT MEETING: May 13, 2019 at 6:00 p.m. at the Rowe School before the Special Town meeting.

WARRANTS:

FY19 W23 and Payroll FY19 W122 were reviewed and signed.

Vice-Chair May invoked the Rule of Necessity since he had a family member on the payroll.

AJOURNMENT: Seeing no further business, Member Sokol made a motion to adjourn the Meeting at 9:20 p.m. The motion, seconded by Member Sokol, was unanimously accepted. (3/0/0)

Respectfully Submitted,


Janice Boudreau, Executive Secretary

Approval Date: 6-12-2019

Approved:


Jennifer Morse, Chair

Dennis May, Vice-Chair


Chuck Sokol, Select Board Member

Documents:

- Draft Letter to Planning Board as a follow up
- Small Bridge Grant State Contract
- Letter of Interest – P. McLatchy III
- Recommendation Letter from Town Clerk
- Draft Warrant for Mailing to Citizens
- Draft Job Description- Administrative Assistant to the Boards
- Supplemental Information to ATM Warrant FY20
- Admin. Asst. Letter to Select Board Re: Optional Eye/Hearing Plan

Mail:

- Yearly Operational Plan – Pan Am Railways
- 2018 – FRCOG Annual Report
- FRCOG & FCECS Oversight Committee
- National Grid Letter re: foliage treatments
- Letter from School Committee re: Retirement Deductions